

16 December 1977

MEMORANDUM FOR: Acting Deputy Director for Administration

25X1A FROM :
Acting Director of Personnel

SUBJECT : Office of Personnel Report --
Week Ending 16 December 1977

25X1 1. Retirement Activity: These figures depict total retirement activity for the period 10 August through 31 December 1977. The figures in the clear show totals. The figures in parenthesis represent persons who have opted for options of discontinued service or "involuntary" retirement; the figures in parenthesis are included in the total figure. Thus, of 256 persons to go by 31 December, 79 are going under the "liberal" options.

	<u>Civil Service</u>	<u>CIARDS</u>	<u>Total</u>
Retired	51 (23)	59 (16)	110 (39)
Signed to go	58 (25)	80 (12)	138 (37)
Not signed but appear definite	1 (1)	7 (2)	8 (3)
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	110 (49)	146 (30)	256 (79)

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3. ☐ Reaffirmation of Retirement System Status:
The following shows the status of the one-time reaffirmation memoranda for participants in CIARDS:

- Memoranda sent ☐ (completed)
- Returned ☐
- Elected to return to CSRS 4

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4. ☐ Employment Market: The College Placement Council (CPC) reports an upturn in the employment market for college graduates. The findings for the fall CPC recruiting activity assessment indicate that, across the board and in all disciplines at all degree levels, a 15% increase, in hires over 1976-77, is anticipated by the 596 employing organizations responding to the survey. This follows the 18% increase reported last year after two consecutive years of lowered job needs. One of the major factors in the 1977-78 picture is the increased hiring anticipated by the Federal Government. This follows a year which saw a four-month partial freeze affecting most Federal Government agencies which resulted in a substantial cutback in hiring. Employment opportunities in the Civil Service merit system, covering approximately 80 agencies, are expected to increase.

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6. ☐ Regulations: We sent to Regulations Control Branch a proposed revision of ☐

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7. ☐ Comparability Studies - Liaison Control:

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a. ☐ We contacted both the Standards Division and Placement Office at the Civil Service Commission to obtain data on Computer Systems Programers.

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b. ☐ General Services Administration classification officers were contacted to obtain information on Rigger Wage Grade positions.

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- 25X1 8. [] Office of Personnel Meeting: The meeting was
 25X1A held on Wednesday, 14 December 1977, in the auditorium. Among
 the speakers ^{was} Mr. Janney who discussed his recent trip to
 the Far East and [] who talked on the subject
 of current efforts to identify possible job opportunities outside
 the Agency for retirees and others.
- 25X1 9. [] Travel Processing: Arrangements were made
 25X1A by [] of the Office of Logistics for the Chief and
 25X1A Deputy Chief of Central Processing to meet this week with
 [] of the Defense Intelligence Agency concerning
 possible consolidation of travel offices if the move of DIA
 to the Headquarters area should ever become a reality. Mr.
 25X1A [] is in charge of the DIA Travel Branch. It was deter-
 mined that some of the duties and procedures of the two offices
 were similar; however, the scope of their duties is very limited
 compared to those of CPB with respect to travel and transportation.
- 25X1C []
- 25X1 10. [] SAAC Meeting: The Suggestion and Achievement
 Awards Committee met this week to consider seven cases involving
 18 individuals and recommendations amounting to \$27,600 in awards.
 Technical witnesses called to assist the Committee included the
 Director of NPIC, Acting Director of OD&E, and three program
 heads from OD&E.
- 25X1 11. [] Christmas Concert: The Keynotes presented their
 Christmas Concert to a nearly packed house (450 in attendance)
 in the Headquarters auditorium on Wednesday. Their schedule
 this year includes appearances at the [] 25X1A
 Building on Thursday and a second program at Headquarters
 today, 16 December.
- 25X1 12. [] Health Insurance Open Season: As a result
 of the Open Season, which ended 9 December, Insurance Branch
 received 497 actions for enrollment or change in the Federal
 Employees Health Benefits Program. Our Association Benefit
 Plan had 59 new applications and a gain of 119 in enrollment
 changes for a total increase of 178. Among the largest health
 plans, the Blue Cross program lost 93 in total enrollment and
 Aetna lost 23.

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13. Suggestion Box: One suggestion was received this week. It was directed to the Deputy Director of Personnel for Special Programs. The total number of suggestions received since the program began on 15 June 1977 is 45.

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14. Rehired Annuitants: See attached report.

COMING EVENT

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The Office of Personnel Conference will be held 25-27 April 1978 at the , Deputy Chief, Benefits and Services Division will be in charge of the Conference.

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Att

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EA-D/Pers/:rj (16 Dec 77)

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15 December 1977

WEEKLY REPORT OF REHIRED CIVILIAN ANNUITANT ACTIVITIES
FOR THE AGENCY (12 - 16 December 1977)

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25X1 1. The following rehired civilian annuitant cases were approved for extension by the Acting Deputy Director for Administration;

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- Independent Contractor, NE Division.
One-year extension,

- Independent Contractor,
One-year extension.

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